Cynthia Dwyer: So, thank you for joining this presentation, "Fundamentals of the NIH Grants Process & Need-to-Know Resources." My name is Cynthia Dwyer and I'm the coordinator of the NIH Virtual Seminar as well as the Communications and Outreach Specialist within the NIH Office of Extramural Research. I've been with the NIH for 21 years, and through the years I have always felt like this is one of the best presentations for those of you who are wanting to get a very high-level, but a very good overview of the NIH grants process. So I am very pleased to announce, or to introduce to you, to my co-presenters today for this 45-minute session. Sheri Cummins, from the Office of Extramural Research. For over 15 years Sheri has helped applicants and recipients navigate the NIH grants process and our many resources. And I'm sure she's probably familiar to many of you. Dr. Michael Sesma, a Program Officer at the National Institute of General Medical Sciences. As a Program Officer, it's his job to interact with individuals like you who are interested in obtaining research or training support. He'll be talking about what .. . about that and what it entails later in our presentation. Today we're going to provide our content with some questions intermingled, because we want to learn a little bit more about you as we go along. But then after that, after our content, then we'll have a more formal Q and A, and we'll be grabbing questions from that Q and A box as I had mentioned earlier. So let's go ahead and get started. Did you know that NIH is the largest single public funder of biomedical research in the world? When I started with NIH, I certainly did not know that. And with its federal budget of billions of dollars each year, the NIH seeks fundamental knowledge about the nature and the behavior of living systems and the application of that knowledge to enhance health, lengthen our lives and reduce illness and disability. So let's just talk just briefly about the numbers. In fiscal year 2020, NIH awarded over 56,000 extramural grants totaling more than $30.7 billion in funding. That funding supported over 2,600 organizations throughout the US and abroad. All of us together have a shared responsibility for the appropriate stewardship of that tremendous investment. So as we move on with this presentation, if you're new to working with NIH, then the chances are you've asked one or more or maybe all of these questions. Where do I start? Where's the funding? Where do I turn when I need help or advice? What opportunities are available and how can I find them? And what's the application process and how long does it take? So we're going to get started right now with the answers to our first question which is, "Where do I start?" And I'm going to turn it over to Sheri Cummins.

Sheri Cummins: Thanks, Cynthia. So this seminar is a great place to start. So you're already well on your way. But once you get back to your day-to-day job and out of the seminar, you're going to want to go to the grants.nih.gov website. Okay, that's the NIH Grants and Funding website, and you're going to find everything you need to know to apply for funding and to administer those applications and grants that you put in. So on this site, up in the upper right-hand corner, you'll find some utility links. We have a quick link to our eRA. That's our electronic Research Administration system site, so that's going to be eRA Commons, ASSIST, if you use ASSIST to prepare your applications. All of our eRA systems, they have documentation there, training videos and a whole slew of information, so I highly recommend you go out and take a peek there. We have a glossary. If you are not fluent in NIH-speak, this is going be your friend. We

will try our best throughout the seminar to expand our acronyms, at least on the first use, but we're going to be throwing a lot of information your way and that one-time expansion is probably not going to do it, so refer back to this glossary whenever you need to. We have hundreds, literally hundreds, of FAQs, topic-specific FAQs available to you to answer many of your questions. And we have the help link there that will allow you to contact staff when these online resources aren't sufficient. Our Application Guide, also referred to as How to Apply Application Guide or usually we just say the Application Guide, that's your comprehensive instructions to prepare to apply, complete your application forms, and submit your application. We have the NIH Guide for Grants and Contracts. Now this is our official publication for NIH grants, policies, guidelines, general information, funding opportunities. You're going to hear this referred to as "the guide" by many of our staff. And this is where you'd find it, right under that "find funding" button there on the home page. And we have our RePORT tools, including RePORTER and Matchmaker, and you'll hear a whole bunch about that throughout the week. These tools provide access to data and analyses of decades of NIH-funded projects and in fact, we're going to talk about it a little bit more in just a moment as well. And on this page you'll find some general information on the process and policy and compliance pages, from everything from animal subjects to human subjects, clinical trials, early-stage investigators. All of our policy information is there. So as we go through the presentation we're going to talk more about many of the specific items around the page, resources, your need-to-know resources, but for right now just be aware that it is all there on that site. Cynthia?

Cynthia Dwyer: Thank you, Sheri. It's been amazing. As you've been speaking I've been watching the people who are saying hello from all over the world! We've got Uganda and India, Puerto Rico, Anchorage, Alaska, even local, Frederick, Maryland. I love it. So this is great. So thank you for joining us. I've got a question for you. And I know the chat can be a little distracting for some and if you want to minimize this, this is absolutely fine. But if you want to take part in it, then you go right ahead. And our first question is, Sheri talked about several resources already. What's your favorite resource that you can think of on our grants and funding site? And I don't know, Sheri, if you want to go back to one of our pages, if that might be useful, to jog the memory. I see NIH RePORTER. RePORTER is fantastic! Yes! It is fantastic. What a great resource it is. Yep. Well, there is a lot of applause for the RePORTER, and if you don't know what the RePORTER is, then you're going to have to find out more and start. It's one of those things that you just get lost in, but I have a feeling we're going to be learning a little bit more about RePORTER as we go along. Excellent. Matchmaker, that's another one. All right. Let's go ahead. I'm going to ask one more question. And this is a thinking kind of question. If you're navigating a site like ours, are you a searcher or are you a navigator? How do you look at yourself when you're looking at a site like this? So many of you, searcher. Okay. Oh, well, I see about half-half. More searchers than navigators. Okay. All right. What's the difference? Sheri?

Sheri Cummins: This question is actually a little self-serving for us. Cynthia and I are both from the Office of Communications and this is something that we debate internally a lot, is when we put our resources out there, how are you going to be looking for them? So when we title things,

are you going to be able to find them in a search, or does it make sense on where it is in our navigation? And so it's interesting to just get a feel for .. . we know how we operate on our own, but how you're looking for our resources out there in the community as well. So thank you for that.

Cynthia Dwyer: And I love it. Someone just put in there, "Really a searcher," because they never know really where to start. So hopefully if we accomplish our goals, then after this session and maybe even the next session and the following session today, that you will have a much better idea of where to start and who to contact as you move forward in trying to learn as much and make the most of your time on our site. We know it can get confusing and we're trying to .. .

Sheri Cummins: And it's a very dense site. It's a lot of information.

Cynthia Dwyer. It is. We know that and so we work hard to try to make it as simple as possible to navigate. But it's always a work in progress. So let's go ahead and go on.

Sheri Cummins: Let me get back to where we were there. There we go!

Cynthia Dwyer: Yes, thank you. All right. And where's the funding? The big question.

Sheri Cummins: All right. Now, this is a good one. Okay. So to answer this question though, we need to understand a little bit about how the National Institutes of Health is structured. So NIH is made up of 27 different institutes and centers, or ICs. Okay, institutes and centers, we're going to hear IC a lot, or maybe even ICO, Institute, Center and Office. Okay, but there's 27 different institutes and centers. Twenty-four of them are actually funding opportunities and awarding grants. So this is a very important point because the NIH funding is made through these institutes and centers, and each of these institutes and centers has its own missions, its own priorities, its own budget, its own funding strategy, all of these things, which are documented on their own websites. And so what you're going to find is the vast majority of our grant processes and our policies apply across NIH. With that said, though, there is some variability from one IC to the next. So it's very important that you kind of do your homework. You identify which IC might be interested in your area of science, determine if that proposal fits with in the IC's mission and priorities, find out what's actually already been funded and we'll talk about how to do that in a minute, because by law NIH can't support a project that's already been funded or pay for research that's already been done, so it's important to know what's out there. And then you need to know actually how to articulate how your proposal can be set apart from the others. Okay? I think if you were listening to Mike this morning, our success rate is about 20 percent. This is a hyper-competitive situation here, so it's really important to do your homework and figure that bit out before you go much further. So how do you find that target IC? And we've already kind of talked about RePORTER a little bit. But we do have this great tool. It's RePORTER, that allows you to explore decades of funded awards and it can help you identify ICs with potential interest in your area. So if you've used RePORTER before, and we saw in the chat that many of you have, you know how powerful that tool is. And if you've never used it, what I recommend is starting with Matchmaker. The Matchmaker interface is simply a

text box. Okay? So you give Matchmaker up to 15,000 characters of text, which you can pull from your abstract, your specific aims, or other source that describes your proposed research and then Matchmaker returns the awarded projects that most closely match that text. The results you get back include graphs along the top for ICs, for activity codes, and we'll talk about what an activity code is in a little bit, and study section. So those are the groups who are actually going to review your grant. So it tells you that information for all the associated projects with that search. So in this example, you can see that there's a strong match to NIAID. That's our National Institute of Allergy and Infectious Diseases. So once you have those graphs on the top, you can actually click into a bar, like the NIAID bar there, and the results automatically filter to just the projects that are funded by that specific institute. And then on the bottom of the page you can drill down into each project and read the abstract and other details to get a feel for what's been funded. It even has contact information and all sorts of good stuff there. And there's also a tab at the top that will allow you to click on it for program officials. So that's going to give you the scientific staff whose portfolios include the identified projects, like Mike Sesma's. So using that Matchmaker tool, we just did a few queries and clicks, and we were able to identify both a funding institute of potential interest and staff contacts, scientific staff contacts within NIH. So it's a really powerful tool.

Cynthia Dwyer: All right. Great. Thank you so much, Sheri! All right, so our question is, and you've just learned a little bit more about RePORTER. So thank you to all of those who said that that was one of the features that you love to go to, because it was a perfect segue for Sheri. So our question is, and we'll try to make this a little quick so we can move on to the next one, but, "If you've used RePORTER or you've used Matchmaker, what is the best tip that you would like to share?" And we'll just take a few in here and see what comes up. No tips yet, Sheri.

Sheri Cummins: Oh, my!

Cynthia Dwyer: "Downloading Excel and Filter." That's great! "Be super succinct in word searches." "Publications link to grant." Oh, now they're flying in! So obviously some of you have been .. . obviously you've been using it, as you told us before. Oh, and that you can filter. It is really .. . We're such proponents and fans, if you can't tell, of RePORTER and once our grantees start and our applicants start looking at it, it's just a wealth of knowledge and you start trying to figure out, "How can I utilize this in all kinds of ways? How can I find collaborators? What's out there for funding and so forth? But anyway, this is great. "Finding relevant FOAs and SRO contacts." Perfect. "Award and sub-award details." Terrific. Okay. So I'm going to move on. We do have some related sessions and that is on Wednesday at 2 pm. We are actually having an entire 45-minute session that's devoted to RePORT and understanding who and what NIH funds, so we hope that you will be able to join us for that one. And as we did, I may have mentioned, and I think I did in the beginning, is that if for some reason a session does not work for you, you can always check back, find the recording, and as a registered attendee you can do so until December 4th. So let's move on. Where do I turn when I need help or advice? And for this one, we're going to go to Mike!

Michael Sesma: Well, hey, everybody. Thanks for signing on today and I hope this is going to be useful. I'm going to tell you a little bit about the extramural team here at NIH that's going to assist you. I think Sheri has already told you, explained how you could find out who program officials are in certain grant areas. Each institute has a lot of Program Officials that manage portfolios of grants. Each institute and the Center for Scientific Review have a bunch of scientists called Scientific Review Officers who manage the review of those applications. And each institute has Grants Management Officers and Grants Management Specialists who are responsible for monitoring the fiscal and business aspects of your application once it becomes a grant. So this is what a Program Official does. This is what I do most of the day. We manage scientific portfolio grants. We develop grant initiatives. We provide advice and technical and scientific advice, both during the application process, during the submission process, and after the application has been reviewed. We recommend applications to be considered to become grants to our IC director and we provide oversight of those grants once they're awarded. So what does the SRO do? They're a little bit different. Well, they are very important once you submit your application because they're responsible for the scientific and technical review of your application. They assemble a panel of expert reviewers in that area of science who can speak to the relative merits of the application in terms of strengths and weaknesses in approach and in significance and investigator environment. So they provide a summary of that evaluation and then they review, also review, the application for completeness and whether it's ready to be reviewed. So they are the point of contact for applicants during the review process. And the Grants Management Officer is responsible for completion of the business management requirements of your application, and usually they don't get engaged in the process until after the application has been reviewed and is under consideration for possible funding. So they'll evaluate your budget. They'll look at the various technical aspects of the application such as the compliance with various NIH policies and then eventually, if you're in that payline, they're going to negotiate and prepare the grant award for you. And then after that grant has been awarded, on an annual basis they're going to monitor how you're spending that money and how you're putting it to use. So they're also a great resource for interpreting administrative policies relative to NIH grant awards. So we probably have some questions, Cynthia. So there are other sessions on the roles and responsibilities. There's one coming up today at 3 o'clock, so you should take a look at that. So it goes into the roles of our folks in greater detail.

Cynthia Dwyer: Absolutely. As an NIH employee and a previous Grants Management Specialist, it's one of the biggest questions that we get is, "I really don't understand who I need to talk to when." And so I know Mike just briefly went over when to contact who, but in our next session at 3 o'clock, you're going to get a very good insight from a Scientific Review Officer, Program Officer, and Grants Management Specialist about when should you contact them and why. So I'm going to, very quickly, let's use our chat functionality to just ask, if you've ever hesitated to contact NIH, why? Why was it that you didn't reach out? I know we say a lot .. .

Sheri Cummins: We're not scary!

Cynthia Dwyer: You're going to hear throughout the next 4 days many, many times, please contact us. Please reach out, and I see many of you that .. . Someone said, you know for afraid of being judged and when we would do these seminars in person, that was a very common response, even from our Research Administrators who said, "We can't get our researchers to contact NIH because they're nervous about what NIH is going to think about the question." Don't be nervous. You can't get answers if you don't ask the question. So you're going to hear a lot throughout the next 4 days to reach out, and so hopefully between this session and our roles and responsibilities and partnerships session, which is the next one right after this, we do hope that you will learn some valuable information about who to contact. So let's go ahead and move right along because we do have lots of great questions coming in and a lot of them are for you, Mike. So be prepared. So we're going to get to those in just a moment. Okay, so what opportunities are available and how can I find them? And for this we're going to go right back over to Sheri.

Sheri Cummins: All righty. So we use funding opportunity announcements, or FOAs, you might also hear people refer to them as FOAs, to advertise our grant opportunities. Okay? So this is our official announcement to the community of a funding opportunity. They contain all the information you need to successfully submit an application. That information includes an opportunity description, a list of participating institutes and centers, remember ICs, institutes and centers, key dates, like due dates and expiration dates, award information like whether clinical trials are allowed and any project period or budget limitations, eligibility information for both the applicant organization and the designated Principal Investigators, or PIs. For my international friends out there we clearly indicate in the eligibility section whether foreign institutions are eligible to apply and any citizenship requirements for the PI. It includes any opportunity-specific submission requirements, review criteria, award administration information, and the scientific research, the Program Officers, peer review, think Scientific Review Officers and financial grants management, think Grants Management Officers for those contacts for the participating ICs for that specific opportunity. So every time we post a funding opportunity in Section VII of that opportunity, you're going to find a contact section. And that's going to include those types of contacts in each and every one of them. You can find all of our opportunities posted in the NIH Guide for Grants and Contracts, remember, on that grants.nih page under "find funding." Grants.gov is our federal-wide portal for all grant-making agencies, so you will also find our opportunities on that site as well. And also you'll find a subset of our opportunities on program-specific pages, like our small business page and on each of the IC websites. They usually have a page on their opportunities as well. So both this NIH Guide for Grants and Contacts and grants.gov have robust search capabilities. I do recommend searching both sites and I'll tell you why. Since grants.gov is federal-wide, you may find opportunities at other agencies you won't find in the NIH Guide. Okay? So if you have a specific area of science and you put that into your search, you might find another agency other than NIH that has also has opportunities in that field. In the NIH Guide, this NIH Guide for Grants and Contracts, in addition to these funding opportunity announcements, you will also find something called

Notices of Special Interest. You'll find our policy updates, changes to funding opportunities, information about webinars and training events and a whole lot of additional notice-type information that you're not going to find in grants.gov. So you want to search kind of both places. We also have the ability to subscribe to .. . basically it's a table of contents of our NIH Guide. It comes out on Fridays via e-mail, and if you go into our grants.nih.gov site, under News and Events, you'll find a link to do that subscription and I highly recommend you do that. Okay. So we do have several types of funding opportunity announcements. We have requests for applications or RFAs. We have program announcements, and we have parent announcements. And we also have this thing called Notice of Special Interest, which we're going to talk about. just very briefly. Requests for applications have a narrowly defined scope, and the participating IC or ICs set aside funds in their budget to award applications. So this is a narrow scope with money set aside to actually fund applications to that opportunity. The award information section of the funding opportunity announcement indicates the number of expected awards or the amount of set-aside funding and sometimes both. So RFAs, you're going to find that information right in the funding opportunity announcement. They often have a single receipt date, and if you see an RFA of interest, you might want to jump on it because they may not be posted again. They're usually isolated types of opportunities. Okay? Now, parent announcements. So many ICs participate in our parent announcements and they're used for basically your investigator-initiated or unsolicited research. They don't talk specifically about an area of science. They simply provide that infrastructure and information you need to submit a research proposal that fits within the missions of the participating ICs. So it's merely the mechanism to get in your investigator-initiated application. Parent announcements use a standard due date schedule that define three submission review and award cycles per year. They're posted for up to 3 years and then they're typically reissued. We do have a parent announcement page on our website and we have a standard due dates table on our website. The links are there in the slide for you that you can look at at your leisure later. Okay, program announcements. So unlike parent announcements, program announcements highlight an area of focus. They are typically ongoing programs posted in increments of up to 3 years. Okay? So that 3-year time frame is similar to a parent announcement. They use the same standard due dates as parent announcements unless they're identified as a PAR, and a PAR is a program announcement with special receipt, referral or review considerations. The applications that come in to a program announcement compete for the same funding as our parent announcements. There isn't a set-aside fund unless it's a PAS, which is a PA with set-aside funds. Okay? Basically, find an opportunity that you're interested in, read the opportunity very closely, and apply. Okay? This is just some background information to give you an idea of what's going on. But I do want to stop for a minute and just kind of acknowledge the fact that when you're working with NIH, you're going to hear words like "except" and "unless" and "it depends" a whole lot. And I know that is not intellectually satisfying to hear those words. Okay? But when you consider how many institutes and centers we have funding and the broad range of topics that we cover, it's not surprising that there are some nuances between our programs and how things are administered. So again, just read the announcement carefully and reach out. Please

don't be scared to reach out. If there's a question about how one institute does something as opposed to another, just ask them. There are contacts in all of those opportunities. Now, let's talk about Notices of Special Interest. These Notices of Special Interest have replaced many of our program announcements over the last few years and this is why. It takes many, many months and a whole bunch of resources to put out a full funding opportunity announcement. To get it approved and posted, it's just a really long, drawn-out time. And at any given time we have over 1,200 of these funding opportunity announcements out there, so we may go through all of that effort and get very little, or even sometimes no, applications to that announcement. So it's just not very efficient. And we found that many of our program announcements were nearly identical except for that highlighting a specific area of scientific interest or an initiative. But all the boilerplate language in there and how to get the applications in and all, that's all identical. So we decided to look at this a little bit differently and approach it with these Notices of Special Interest, or NOSIs. And what that is, is just a notice that provides all those unique bits, the scientific interest, the initiative that they're trying to fund, anything that's special about that application. Put it in a nice, concise little notice and then point to already existing opportunities to get those applications in like our generic parent announcements. So it's just a different way to receive those applications, but it in no way diminishes our interest in any of those areas. We have a whole wide variety of types of grant programs. We have research, career development, training, fellowship, our large Program Project and Center Grants, all sorts of these different types of programs, and we identify these programs using a three-character code we call an activity code. Okay? So for example, we use an R series for Research Grants. So you'll have an R01, an R03, an R21, an R15. We talk about these things like they're real words, but it's really just a code. Okay? So an R01 is our bread-and-butter research grant, and an R03 is a little smaller research grant. There's a resource on there, Types of Grant Programs, that discusses what each of these activity codes really translates to, but it's almost like a little shorthand for our programs behind the scenes. So you'll have a K01 and the K series for career development. There's T32 as an example of a Training Grant or a training award. F30 is an example in our F series. So you may hear us talk about, "Are you applying for an F or a K or an R?" and this is really what we're referring to. Is it research? Is it career development? Is it training? Okay? So that's just our little shorthand. Again, there's this Types of Grant Programs page that you can put in the activity code. or you can just browse it if you're a browser, and learn more about the specific programs. On the right-hand side of that page we also have a handy little site that will help match programs at your career stage that are available to you. So you'll want to check that one out too. Okay?

Cynthia Dwyer: All right. Thank you, Sheri. That was extremely informative and we have so many questions coming in and we want to get to as many as possible but we also .. . Some of them are related to the application process and how long it takes, and so we want to be able to give Mike time to go ahead and explain that, and I think he's going to answer a few of your questions. And then when he's done we'll try to hit some of those, and then I'm going to give

you some tips on where you can get those answers if we weren't able to do it for you now. So what's the application process and how long does it take, Mike?

Michael Sesma: Well, that's what everybody wants to know. I think if you go to this page, it's a great resource. It's called "Grants Process Overview." It looks like this. Since it's so small, I'm not going to spend a lot of time here, but I suggest that you go over it, but basically you want to know how long it takes? Well, from the date you submit the application to the date it's likely to be funded it's usually 9 months. But that doesn't mean that's all the time you spend on this. You're actually going to spend probably about 6 months getting your application started. So if we look 6 months prior to the due date, if you haven't started to think about what you're going to do, identify the Program Officer and institute where your work .. . maybe you don't have time. Here's a time line example of how you should plan this. You pick out your submission date and then you work back from that. So you could start as long as 9 months before just thinking about it, making some notes, assessing yourself, the tools and resources you have, the team that you're going to put together, setting up your own kind of review committee to look at the application, to talk to your colleagues, to talk to your research office to find out what their schedule is because, remember, you .. . Well, I haven't told you yet. Your application is not actually submitted by you, it's submitted by your institution. They do it on your behalf. So you need to be aware of the institutional calendar for submitting grants, whether it's three times a year or once a year. It's very important that you adhere to that schedule because they can make your life very comfortable at this point in time or they can make it very difficult for you. So you're going to spend more than 2 weeks working on this application. If you're only spending 2 weeks, I've got a pretty good hunch you're probably not going to be successful with your application. So what's the rest of the process? Well, you have to identify the people that you're going to work with at your institution. There's a person called the AOR, Authorized Organizational Official. They sign off on any application. You're going to work with PIs, other Principal Investigators, and you're going to assemble a team. Each of those people has a role in your application as you put it together. You're going to start .. . You need to make sure that you're registered on nih.gov, that you actually have a funding opportunity that you're going to apply for, that you've identified what application form you're going to need and what your institutional time line is in this application process. So, fortunately, all of this stuff you can get online. It was a lot different when I was starting in the business about 40 years ago. You had to do everything by paper. Now we do everything, practically everything, electronically. So you can access all those forms through the grants.nih.gov website to get started. Then, you begin writing. Right? For some of you this might be the easy part. For others it's very difficult. But you need to make sure that as you begin writing that you've really formulated your ideas carefully, but the most important thing in writing an application is .. . There are three things that are really important. Read the application instructions thoroughly. If you don't understand them, ask questions. The second rule is read the application instructions thoroughly. And if you don't understand, ask somebody. And the third rule is, you might have guessed, read the application instructions thoroughly and if you have questions, make sure you contact people. Now, one of

the points about working with an FOA or looking at an institute website is to identify the program contact when you have questions about a particular program announcement, or an RFA, or a NOSI. Every one of those FOAs lists somebody in NIH that you can contact and every institute has a web page where you can identify the program contacts for your application. So you begin to write this application. We've got the handy-dandy Application Guides on the website in great detail. Depending on the type of application you're going to get a different form or a different application package. This is where that information is. And then, follow the instructions. Remember, you're going to read the instructions carefully. Then you want to submit early because the applications are routed through our electronic system and you want to not .. . Do not wait until 4 o'clock on the due date. They're due at 5 o'clock on the due date, 5 o'clock Eastern Time. If you wait until the last minute, you may have problems with your application. By submitting early you actually have an opportunity to look at your application once it's been submitted, pull it back and make those corrections and submit it again. After that it goes through an office, the Receipt and Referral Office at the Center for Scientific Review, where a Referral Officer looks at the application, looks at what program announcement or solicitation you've applied to. They assign it a grant number or an application number. They assign it to an institute or center or office where it will be funded if it's successful, and it's assigned to an Integrated Review Group, where there's an IRG Review Chief that assigns it to a specific study section or panel of reviewers. So that assignment usually takes place, happens .. . All those assignments happen in the 2 weeks after you submitted your application, but you can track the progress and status of your application on your own Commons Page, so you'll be able to find out which institute it's been assigned to and which study section is going to review it. Again, there's another session that can explain some of the details of this. After that, within a few weeks, the study section convenes and the Scientific Review Officer has assigned at least three reviewers to assess the scientific merit and technical merit of your application. And that panel arrives at a priority score and perhaps a percentile rank that are also going to be posted on your Commons page and you'll be able to see that 2 to 3 days after the meeting. The meeting date had been posted on your Common site before that. And within a month of that meeting, the summary statement or review or your application will appear on that website. So you'll be able to download it and then you need to contact me or a Program Officer like me. We are your contacts and we will explain what's going to happen, what your score means, and we will help you translate or go through that summary statement to assess what the likelihood that your application might be funded, or what we need to do to make it more competitive. We'll also ask you for any missing information. So that's pretty much the process. Then, after that, we're going to go to Council. The Advisory Council to the institute makes the funding recommendation and it's the Institute Director that makes the final funding decisions. It's not the study section, it's not the Program Officer, it's not the Council. It's the Institute Director. If all things go well, you get a Notice of Award about 9 months after you've submitted that application or your Program Officer, you can discuss this with your Program Officer. "Should I resubmit if I'm not going to get funded? How can I fix my application and make it better?" So that's the process. We've gone through it pretty quickly. You're going to spend a lot more time

learning about it through other sessions, but if all goes well, you're going to get this Notice of Award. Basically, that's the check in the mail. And once you begin to draw down funds then you've accepted the terms and conditions of the award and your research is underway. Everything .. . The award is governed by something called the Grants Policy Statement. If you ever have any trouble going to sleep, this is a good thing to read. But it's also very important information because it explains the terms and conditions of the grant award. And then over the next 1, 2, 3, 4, 5 years, you're going to have a Program Officer and a Grants Management Specialist. They're going to track the process and monitor your use of those funds in carrying out the research. There might be other things involved but, again, your Program Officer is going to explain all of that. And that's it, just real fast. It's about a 18-month process that I just explained in about 10 minutes. Questions?

Cynthia Dwyer: Thank you, Mike. Well, as you can imagine, we had many, many questions, and so I want to thank our presenters and our participants for such an informative session and the opportunity to engage and learn from one another. You have all been very active in the chat. So thank you. I want to .. .

Michael Sesma: Can I say one last thing, Cynthia?

Cynthia Dwyer: Yeah, go ahead.

Michael Sesma: So here's the most important thing. If you want a grant, you have to submit an application. This is what this seminar is all about, so remember that.

Cynthia Dwyer: Yeah, and what I want to say is that this seminar, we have hundreds of, literally hundreds, of NIH staff that are in our exhibit hall in four different rooms at booths. We have an Ask an NIH Program Officer booth where between 11 o'clock and 5 o'clock every day during the seminar, Eastern Standard Time or Eastern Daylight Time, they are there waiting for your questions. So if you put in a question and you didn't get it answered and it goes to a Program Officer, please take the opportunity to stop by that booth and ask. If it's a more specific question, you can go specifically to the institute or center. We have booths for Ask a Training Officer, Ask a Grants Management Officer, Ask a Review Officer. So we have to end the session now, but don't .. . We want you to continue asking questions and learning for over the next 4 days from us while we are here and thank you so much and best wishes to everybody. Thank you.

Sheri Cummins: Thank you.